

CFMEU C&G National Office

Position Description

Job Title	National Women's Officer		
Reports To	Chief of Staff		
Division	National Office, C&G Division	Work Centre	
Location	Can be based in Canberra, Melbourne, Sydney or Brisbane		
Classification	TBA	Mode	Full time
Direct Reports	N/A	Date	August 2026

About the union

The Construction & General Division of the CFMEU is Australia's main trade union in the construction industry. The CFMEU is one of the most powerful voices for safety, wages, rights and fairness of construction workers, with the legal/industrial team playing a key role in enforcing the rights of union members.

The CFMEU's power comes from our members and is exercised fearlessly and responsibly. We are strong and lawful; and will not be distracted from our core purpose: the interests of our members. Our solidarity means the interests of the collective prevail over the interests of any one individual.

We are committed to acting strategically and investing in the education and development of our activists, our delegates and our members.

The National Office of the CFMEU Construction & General delivers high level services to the branches and members under the direction of the National Executive Officer of the Division.

We expect that if you work for the CFMEU, you are:

- passionate and committed to unionism
- driven by bringing your skills and professionalism to the task of delivering for members
- committed to being part of a respectful and welcoming workplace
- happy to work as a team, and to take directions from your manager or leader
- aware that you are responsible for your own behaviours and are aware of the impact you have on others.

You will also abide by the Union's Code of Conduct and Statement of Expectations.

The purpose of the role

The National Women's Officer will lead the CFMEU's national advocacy and programs aimed at increasing the role of women in the union, improving the representation of women in the construction industry and leading cultural change within the union.

Key Responsibilities

- Develop and deliver a program of work to increase women's participation in construction and strengthen women's representation within the union, in a manner consistent with the National Office Workplan and in consultation with branches.
- Collaborate with State and National CFMEU women's committees to develop, implement, and

evaluate policies, advocacy strategies, training and mentoring programs, and initiatives that promote gender equity in the construction industry.

- Collaborate with branches to coordinate cultural change initiatives across the union and industry, fostering an inclusive and respectful environment for women workers.
- Contribute to the development of educational and training programs aimed at increasing awareness, skills, and leadership capacity among women members and allies.
- Support the development of resources, campaigns, and communication materials that raise awareness and promote gender-inclusive practices within the union and the wider industry.
- Monitor and report on progress towards gender equity goals, providing strategic advice on leveraging influence, identifying barriers for entry and opportunities for women in construction.
- Actively participate in national forums and committees, such as the National Steering Committee, to influence and advance the union's gender equality agenda.
- Contribute to the development of national campaigns to improve the representation of women in the construction industry and promote safe and respectful workplaces for women and LGBTIQ+ workers on the job
- Identify strategic national issues and organising opportunities which deliver outcomes for women members, drive growth and promote the leadership of women in our Union at all levels.
- Support the integration of gender equity principles into CFMEU culture, structures, training, and operations.

The position will at times need to perform duties outside of office hours and will require interstate travel.

Selection Criteria

Key Selection Criteria

- Experience working in the Australian trade union movement in an industrial, policy, campaign or organising capacity.
- Relevant tertiary qualification, such as a bachelor's degree or equivalent in Psychology, Women's Studies, Social Sciences, or a related field.
- Minimum of three years' experience demonstrating practical involvement with and understanding of women's issues, gender equality initiatives, or related advocacy work.
- Comprehensive understanding of the issues facing women in the construction industry.
- Demonstrated capacity to mentor activists and collaboratively manage relationships across multiple state Branches.
- Must be proficient with Microsoft Office, Outlook, Excel, Adobe and related programs.
- Exceptional written and verbal communication skills, with the ability to effectively advocate, negotiate, and engage diverse audiences.
- Commitment to union values, including social justice, equity, and collective action.
- Experience in the building and construction industries is preferable.

The CFMEU is an equal opportunity employer. We value diversity and are committed to an inclusive environment. We value membership experience and experience in the construction industry.

Key Contacts

Key Internal Stakeholders:

- National Executive Officer
- Chief of Staff – National Office
- The Administration
- Head of Education
- Head of Policy & Research
- Head of Media & Communications
- Branch Secretaries and Executive Officer (or their proxies)
- National Women's Committee

External Stakeholders

Note, this role will primarily have a focus on internal stakeholders.

- Fair Work Ombudsman
- National Association of Women in Construction
- Women's organisations, eg. Our Watch, the ACTU Women's Committee, other Trade Union Women's Committees
- Incolink Women's program and similar

• State Women's officers and women's committees	services and programs across each Australian state and territory • The Officer for Women • Workplace Gender Equality Agency • Equal Opportunity Australia • Women's Construction Collective
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